

**MINUTES**

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CABINET MEETING: 21 JANUARY 2016

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Cabinet Members Present:	Councillor Phil Bale (Chair) Councillor Peter Bradbury Councillor Bob Derbyshire Councillor Graham Hinchey Councillor Susan Elsmore Councillor Sarah Merry Councillor Ramesh Patel
Observers:	Councillor Dianne Rees (Min 86 to 93) Councillor Neil McEvoy (Min 91 to 95) Councillor Judith Woodman
Officers:	Paul Orders, Chief Executive Christine Salter, Section 151 Officer Marie Rosenthal, Monitoring Officer Joanne Watkins, Cabinet Office
Apologies:	Councillor Dan De'Ath (due to Paternity Leave) Councillor Sue Lent

**86 MINUTES OF THE CABINET MEETINGS HELD ON 3 AND 10 DECEMBER 2015**

**RESOLVED:** that the minutes of the Cabinet Meetings of 3 and 10 December be approved.

**87 TO RECEIVE THE COMMUNITY AND ADULT SERVICES SCRUTINY COMMITTEE REPORT ENTITLED 'INFORMATION, ADVICE AND ASSISTANCE (IAA) SERVICES FOR MENTAL HEALTH SERVICE USERS IN CARDIFF'**

Cabinet received the report of the Community and Adult Services Scrutiny Committee entitled Information, Advice and Assistance Services for Mental Health Service Users in Cardiff.

The report contained 31 key findings and 10 recommendations.

**RESOLVED:** that the report be received and responded by May 2016.

**88 ANNUAL REVIEW OF THE COUNCIL'S VOLUNTARY REDUNDANCY SCHEME.**

The Cabinet considered a review of the Council's voluntary severance scheme. The review recommended that the scheme's provisions remain unchanged at the current time.

It was noted that the Trade Unions views' were sought in relation to this matter.

**RESOLVED:** that

1. the current Voluntary Redundancy Scheme be agreed and that it will continue to apply to both voluntary and compulsory redundancies.
2. the Voluntary Redundancy scheme be subject to annual reviews.

## **89 REVIEW OF THE COUNCIL'S DISCIPLINARY POLICY AND ASSOCIATED POLICIES & PROCEDURES**

Following an internal review of Council workplace investigations, a detailed review of the disciplinary police associated procedures has been undertaken, with a view to streamlining the procedure, improving efficiencies and building and developing a more standardised process.

It was reported that the Trade Unions had fully participated in the review. The views of the Policy, Performance and Review Scrutiny Committee were also sought.

It was highlighted that the new arrangements will be subject to ongoing monitoring and an initial review will be undertaken after 6 months, particularly in relation to the role of the HR advisor.

**RESOLVED:** that

1. the Disciplinary Policy (Appendix A), the new Resolution Policy (Appendix B) and the 6 new Guidance documents to support those involved in various aspects of the process be approved.
2. the revised arrangements be implemented from 1 April 2016.
3. there will be ongoing monitoring of the implementation of the revised arrangements
4. the new arrangements (particularly those referenced under paragraph 14) will be subject to an initial review after 6 months with a full review following 12 months of operational experience.
5. training be mandatory for those involved in this process e.g. Chairs, Investigating Officers
6. the revised Council policies, procedures and guidance can be used in the forthcoming schools policy review as part of the Consortium arrangements.

## **90 INDEPENDENT COMMISSION ON LOCAL GOVERNMENT FINANCE WALES: CITY OF CARDIFF COUNCIL RESPONSE**

Cabinet considered a report regarding the Council's response to the Independent Commission on Local Government Finance Wales.

The Council's response to the Commission proposed a series of reforms which would support a vibrant local democracy.

It was noted that recommendations arising from the Economy and Culture Scrutiny Committee regarding National Non Domestic Rates allocation would be considered by Cabinet in due course.

**RESOLVED:** that

1. the ongoing Economy and Culture Scrutiny Committee Task & Finish Inquiry into the issue of Cardiff's National Non Domestic Rates (NNDR) allocation be noted.
2. the Council's response to the Independent Commission on Local Government Finance Wales be agreed, subject to the inclusion of an amendment relating to Core City data on NNDR.

## **91 CCTV BODY WORN CAMERA POLICY AND PILOT DEPLOYMENT**

Cabinet received a report regarding a policy determining the use of personal body worn CCTV camera equipment which outlined a pilot scheme.

The policy would seek to ensure that the risks associated with the use of body worn cameras would be managed with the pilot deployment seeking to provide a level of evidence to inform a review of the implementation.

**RESOLVED:** that

- 1 the CCTV Body Worn Camera Council wide Policy (Appendix 1) be approved.
- 2 the current delegation to the Council's Senior Information Risk Owner in relation to approvals for Body Worn cameras initiatives that accord with the Policy be noted.

## **92 THE PERFORMANCE OF CARDIFF SCHOOLS AND THE YOUTH SERVICE IN 2014/2015**

Cabinet received an update on the performance of Cardiff schools during 2014/15.

The report provided an initial analysis of educational outcomes for the academic year 2014-2015 and identified the main strengths and shortcomings in performance.

**RESOLVED:** that the performance of Cardiff schools in the academic year 2014/2015 be noted.

## **93 CARDIFF COMMITMENT TO YOUTH ENGAGEMENT AND PROGRESSION**

The report detailed the development of a comprehensive, integrated, Cardiff Commitment to Youth Engagement and Progression Strategy for the city.

The strategy set out how the Council would work with a wide range of partners in the public, private and third sectors in order to achieve a positive outcome for all young people in Cardiff.

The strategy would enable the Council to progress its commitments to young people within the context of its ambition for the future social and economic prosperity of Cardiff as set out in the Corporate Plan.

**RESOLVED:** that

1. the implementation of 'The Cardiff Commitment' - ensuring positive destinations for all young people in Cardiff – The Cardiff Youth Engagement and Progression Strategy 2015 – 2018 (Appendix 1) be agreed, and its profile be raised to a new Corporate commitment in the 2016/17 Corporate Plan.
2. the approach to employer and business engagement in delivering the Cardiff Commitment as set out in paragraph 28 of this report be agreed.
3. the development of a pilot 'Junior Apprenticeships Scheme' with Cardiff & Vale College be supported.
4. the Council continue to develop its Community Benefits approach to maximise opportunities for young people and raise awareness of this Strategy within its supply chain.
5. authority be delegated to the Chief Executive, in consultation with the Leader and Cabinet Member (Education) and relevant senior officers, to ensure that the necessary resources to achieve the above recommendations are identified.

## **94 GYPSY AND TRAVELLER ACCOMMODATION ASSESSMENT AND SITE ASSESSMENT CRITERIA**

The Cabinet considered the Gypsy and Traveller Accommodation Assessment prior to submission to Welsh Government, together with the proposed site selection criteria.

It was noted that this report was considered by the Community and Adult Scrutiny Committee at its meeting of 6 January.

**RESOLVED:** that

1. the Gypsy and Traveller Accommodation Assessment be approved for submission to Welsh Ministers for approval (Appendix 1).
2. the proposed Gypsy and Traveller Site Selection Criteria which will be used to assess potential sites (Appendix 2) be endorsed.
3. a further report be brought to Cabinet setting out the findings of the site assessment process and recommendations on preferred sites.

## **95 ADOPTION OF CARDIFF LOCAL DEVELOPMENT PLAN (LDP)**

The Cabinet received the Local Development Plan Inspector's Report, Adoption Statement, Final Sustainability Appraisal Report and Habitats Regulation Assessment together with a proposed programme of Supplementary Planning Guidance prior to consideration by Council.

**RESOLVED:** that

Council be recommended to:

1. adopt the Cardiff Local Development Plan 2006 to 2026 and endorse the Inspectors Report, Adoption Statement, Final Sustainability Appraisal Report and Habitats Regulation Assessment
2. endorse the preparation of the programme of Supplementary Planning Guidance (SPG) as set out in Appendix 8 and authorise the Director of City Operations to issue SPG for public consultation prior to it being considered by Cabinet and Council for final approval.
3. Authorise the Director of City Operations to correct any typographical and factual errors together with any other necessary presentational matters and consequential changes prior to the final publication of the Cardiff Local Development Plan.